

HUNTLEY PARK DISTRICT

Regular Board Meeting

February 28, 2024

President Keith Wold called the meeting to order at 7:02 p.m. and led the Pledge of Allegiance and asked for Roll Call of the Board.

Commissioners present included; Keith Wold, Melissa Kellas, Jerry Nepermann, Bill Awe, and Jim Blasky. Commissioners absent: None. Staff present were Scott Crowe, Wesley Peete, Joe Patterson, Matt Szytz, Rick Walrath, and Julie Wons.

A motion to approve the agenda was made by Commissioner Kellas and seconded by Commissioner Nepermann.

All ayes. Motion carried.

A motion to approve the Regular Board Meeting minutes from January 26, 2024 and the Board Workshop Minutes from February 14, 2024 was made by Commissioner Nepermann and seconded by Commissioner Kellas.

All ayes. Motion carried.

The Treasurer's and Financial Reports were reviewed. Director Wons presented the Treasurer's Report and Financial reports.

Finance Director, Julie Wons, submitted bills, additions, and purchase cards totaling **\$443,833.44**. A motion to approve the submitted bills as listed was made by Commissioner Awe and seconded by Commissioner Nepermann.

Roll Call: Yes - All. No - None. Motion carried.

Committee Reports

The Parks and Facilities Committee held a meeting on February 13.

Staff Reports

The following Department Reports were reviewed:

1. **Finance, HR/Risk:** Director Wons reviewed the Finance Department report and the HR/Risk Report is provided. In addition to the submitted report:
2. **Parks:** Director Peete reviewed the Parks and Facilities Department report. In addition to the submitted report:
3. **Recreation:** Director Patterson reviewed the Recreation Department report. In addition to the submitted report:
4. **Marketing:** Director Szytz reviewed the Marketing and Communications Department report. In addition to the submitted report:
5. **Golf:** General Manager Walrath reviewed the Golf Department report. In addition to the submitted report:

Executive Director Report

The Executive Director Report was reviewed.

New Business

Approve Stingray Bay Waterslide and Waterslide Tower Painting Bid

Motion to approve BP&T Construction as the lowest responsible and responsive bidder for the Stingray Bay Waterslide and Waterslide Tower Painting Bid for \$49,800 including an allowance of up to \$10,000 and authorize the Executive Director to enter into an agreement to perform the work, as presented was made by Commissioner Awe seconded by Commissioner Nepermann.

Roll Call: Yes – All. No – None. Motion carried.

Presentation on Public Engagement Services by PCI, Inc. and aQuity

No action taken.

Approve District-Wide Landscaping Services Bid

Motion to reject the bid from Langton Group for not conforming to the bid specifications or requirements and to accept the lowest responsible and responsive base bid, one alternate bid, and supplemental unit prices from Yellowstone Landscape in an amount not to exceed \$125,000 for FY 2024, and enter into an agreement with this bidder to perform District Wide Landscaping Services for a period of one year, with the option for two additional one-year renewal terms, and authorize the Executive Director to enter into an agreement to perform the work, as presented was made by Commissioner Kellas seconded by Commissioner Nepermann.

Roll Call: Yes – All. No – None. Motion carried.

Approval of Variances for Paw Fest Event.

Motion to approve the variances for the Animal House Shelter's 2024 Paw Fest Event was made by Commissioner Nepermann seconded by Commissioner Awe.

All ayes. Motion carries

Executive Session

A motion was made to enter into Executive Session at 9:36 PM in compliance with the Open Meetings Act Section c(11) and Section by Commissioner Awe and seconded by Commissioner Nepermann. All ayes. Motion carried.

Roll Call: Yes – All. No – None. Motion carried.

Regular Board Meeting reconvened at 9:30 PM.

Approval of Executive Session Action

A motion to approve Resolution 2024-04 adopting certain closed session meeting minutes and authorizing the Board Secretary to make certain closed session meeting minutes available for public inspection (1st semi-annual review - 2024) was made by Commissioner Kellas and seconded by Commissioner Nepermann.

Roll Call: Yes - All. No - None. Motion carried.

Motion to adjourn was made by Commissioner Awe seconded by Commissioner Nepermann.

All ayes. Motion carried.

Meeting adjourned at 9:40 PM.

These minutes are subject to approval at the next regular business meeting.

Respectfully submitted,
Matt Szytz
Board Recording Secretary

Signature on file

Scott M. Crowe, Secretary Date